



STATE OF MONTANA
DEPARTMENT OF ADMINISTRATION
ARCHITECTURE AND ENGINEERING DIVISION
1520 East Sixth Avenue • P.O. Box 200103 • Helena, Montana 59620.0103
Phone: 406.444.3104 • Fax: 406.444.3399

CONSTRUCTION CHANGE DIRECTIVE

Project Name:
Location:
Contractor:

A/E #:
Date:
Change Directive #: CCD-

Owner: **MONTANA DEPARTMENT OF ADMINISTRATION**
ARCHITECTURE AND ENGINEERING DIVISION
1520 EAST SIXTH AVENUE
HELENA, MT 59620

Architect/Engineer:

The Contractor is directed to proceed as described below. Proceed with this Work promptly. Costs for the Work (if any) involved and change in Contract Time (if any) will be included in a subsequent Change Order.

Description:

Attachments: (insert listing of documents that support description)

The following is based on information provided by the Contractor:

<input type="checkbox"/> Lump Sum	}	Change in Contract Sum	}	Change in Contract Time	
<input type="checkbox"/> Unit Price		of _____		<input type="checkbox"/> Fixed	of _____ Calendar Days.
<input type="checkbox"/> Estimated Not To Exceed				<input type="checkbox"/> Estimated <input type="checkbox"/> Maximum	

Issued by Arch/Eng.: _____ By: _____ Date: _____

Accepted by Owner: Montana Dept. of Admin., A&E Division By: _____ Date: _____

Accepted by Contractor: _____ By: _____ Date: _____